



# ACCESSIBILITY CHECKLIST FOR DISASTER SHELTERS ESSENTIAL ITEMS

Facility Name: \_\_\_\_\_

Facility Address: \_\_\_\_\_

Facility Contact Person: \_\_\_\_\_

Facility Telephone: \_\_\_\_\_

Date of Site Survey: \_\_\_\_\_

Site Survey Completed By: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature



This checklist does not cover all accessibility requirements included in the ADA Standards for Accessible Design or the California Building Code.

Failure to meet one or more of the following accessibility standards would not necessarily make a facility ineligible for use as a shelter as there may be temporary solutions to overcome any identified accessibility barriers.

People with disabilities should be able to arrive on the site, approach the building, and enter as freely as everyone else. At least one route of travel should be safe and accessible for everyone.

## Parking and Drop-Off Areas

<u>Parking and Drop-Off Areas</u>		Yes	No	Comments-No Findings	Location	Picture #
1.	Is there a drop-off area at least 20' long x 5' wide with a slope less than 2% (1:50) in all directions and curb ramps if there is a curb?					
2.	<p>Are curb ramps at least 48" wide with a running slope less than 8.33% (1:12)?</p> <p><b><i>Note: Slope is given as a percentage or ratio of the height to the length. 1:12 means for every 12 inches along the base of the ramp, the height increases one inch. For an 8.33% or 1:12 maximum slope, at least one foot of ramp length is needed for each inch of height.</i></b></p>					
3.	<p>Are an adequate number of accessible parking spaces available that are at least 108" wide with a 60" wide access aisle and both 18' long? The table below gives the requirements for new construction and alterations:</p> <p style="text-align: center;">Total Spaces Accessible</p> <p>(One van accessible space is required for every eight regular accessible spaces)</p> <p>1 to 25    1 space 26 to 50    2 spaces 51 to 75    3 spaces 76 to 100   4 spaces</p>					
4.	Is there at least one van accessible space? If there are more than 8 accessible spaces provided one van accessible space for every 8 accessible spaces must be provided.					

## Parking and Drop-Off Areas

<u>Parking and Drop-Off Areas</u>		Yes	No	Comments-No Findings	Location	Picture #
5.	Are the van accessible spaces at least 108" wide and 18' long with an access aisle at least 96" wide and 18' long?					
6.	Do the access aisles connect directly to the accessible path to the accessible entrance?					
7.	Are the accessible spaces closest to the accessible entrance?					
8.	Are accessible spaces marked with the International Symbol of Accessibility?					
9.	Are there signs reading "Van Accessible" at van spaces?					
10.	Is the slope for accessible spaces and access aisles in any direction less than 2% (1:50)?					

## Path of Travel to Entrance

<u>Path of Travel to Entrance</u>	Yes	No	Comments-No Findings	Location	Picture #
11. Is there a route that does not require the use of stairs or steps?					
12. Where running slopes are greater than 5% (1:20), does the path meet the requirements for a ramp?					
13. Are the running slopes of any ramps 8.33% (1:12) or less?					
14. Are the cross slopes of any ramps 2% (1:50) or less?					
15. Do all ramps longer than 6 feet have railings on both sides?					
16. Are railings sturdy, and between 34 and 38 inches high?					
17. Is the width between railings or curbs at least 48 inches?					
18. Is there a 60" long level landing at the top and bottom of ramps and at changes in ramp direction?					
19. If the ramp rises more than 30" is there an intermediate landing between the top and bottom landing?					
20. Are there curbs or wheel guides on the sides of the ramp if the ramp has a "drop off"?					
21. Is the route stable, firm and slip-resistant?					
22. Is the route at least 48" wide?					

## Path of Travel to Entrance

<u>Path of Travel to Entrance</u>		Yes	No	Comments-No Findings	Location	Picture #
23.	<p>Do protruding objects between 27" and 80 " above the surface protrude into the path of travel more than 4"?</p> <p><b><i>Note: In order to be detected using a cane, an object must be within 27" of the ground. Objects hanging or mounted overhead must be higher than 80" to provide clear head room. It is not necessary to remove objects that protrude less than 4" from the wall.</i></b></p>					
24	<p>Are there any changes in level in the path of travel that are higher than 1/2"?</p> <p><b><i>Note: Changes in level of a 1/4" can be vertical. Changes in level from 1/4" to 1/2" must be beveled. For changes in level higher than 1/2" they must meet the requirements for a ramp.</i></b></p>					

## Entrance

<u>Entrance</u>	Yes	No	Comments-No Findings	Location	Picture #
<b>25.</b> If there are stairs at the main entrance, is there also a ramp or lift, or is there an alternative accessible entrance? <b>Note: Do not use a service entrance as the accessible entrance unless there is no other option.</b>					
<b>26.</b> Do all inaccessible entrances have signs indicating the location of the nearest accessible entrance?					
<b>27.</b> Does the entrance door have at least a 32" clear opening (for a double door, at least one 32" leaf)?					
<b>28.</b> Is there at least 18" for interior doors, or 24" for exterior doors, of clear wall space on the pull side of the door, next to the handle?  <b>Note: A person using a wheelchair or crutches needs this space to get close enough to open the door.</b>					
<b>29.</b> Is the door hardware between 30" and 44" above the floor and useable with a closed fist?  <b>Note: The "closed fist" test for handles and controls: Try opening the door or operating the control using only one hand, held in a fist. If you can do it, so can a person who has limited use of his or her hands.</b>					

## Entrance

<u>Entrance</u>		Yes	No	Comments-No Findings	Location	Picture #
<b>30.</b>	How much force is required to open doors? All doors other than fire doors should require no more than 5 lbs of pressure to open. Fire rated doors may have a maximum door pressure up to 15lbf. as determined by the appropriate administrative authority. A high door setting may require an automatic door opener or other compensating device. (CA Title 24 1133B.2.5)					
<b>31.</b>	Is the door threshold 1/2" high or less? Is the part of the threshold higher than 1/4" beveled?					
<b>32</b>	Is there clear space on each side of the door to allow a person using a wheelchair to move back or forward when they open the door? (48" pull side and 60" push side.)					



## Path of Travel to Interior Locations

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Ideally, the layout of the building should allow people with disabilities to obtain materials or services without assistance.

	Yes	No	Comments-No Findings	Location	Picture #
<b>33.</b> Is there a path of travel at least 44" wide?					
<b>34.</b> Do interior doors open at least 32" wide?					
<b>35.</b> Do protruding objects between 27" and 80 " above the floor protrude into the path of travel more than 4"?					
<b>36.</b> If an elevator or lift provides the only accessible route, is there a source of back-up power to operate the device for an extended period?					
<b>37.</b> Where slopes are greater than 5% (1:20), does the path meet the requirements for a ramp (see questions concerning ramps in the previous section entitled "Path of Travel to Entrance")?					
<b>38.</b> Can doors be opened with no more than 5 pounds of force or no more than 15 pounds of force if the door is a fire door?					
<b>39.</b> Is the door hardware between 30" and 44" above the floor and usable with one hand closed in a fist?					
<b>40.</b> Is there a 60" circle or "T-shaped" turnaround space for a wheelchair?					
<b>41.</b> Are there any changes in level in the path of travel that are higher than 1/2"?					

## Restrooms - Mens

<u>Restrooms</u>	Yes	No	Comments-No Findings	Location	Picture #
<b>M42.</b> Is there a sign mounted on the wall adjacent to the door latch with raised letters and Braille?					
<b>M43.</b> Do restroom doors have appropriate signage <b>centered</b> 60 "high on the door? (Women's - 12" diameter circle; Men's – 12" equilateral triangle; Unisex – 12" equilateral triangle superimposed on a 12" diameter circle)					
<b>M44.</b> Is the door to the restroom at least 32" wide with accessible hardware?					
<b>M45.</b> Is there a 60" circle or "T-shaped" turnaround space inside the restroom?					
<b>M46.</b> Is at least one toilet stall 60" wide provided with an out swinging door that has 48" of clear space in front of the toilet?					
<b>M47.</b> Does this stall have side and rear grab bars that are 33" -36" high?					
<b>M48.</b> Is the door to the toilet stall at least 32" wide?					
<b>M49.</b> Is the toilet seat 17" to 19" high?					
<b>M50.</b> Is there at least one sink with at least 29" of clearance under the front apron with the top rim no more than 34" above the floor?					
<b>M51.</b> Are the hot water and drain pipes insulated?					
<b>M52.</b> Is the faucet hardware usable with one hand without grasping or twisting?					

## Restrooms - Womens

<u>Restrooms</u>	Yes	No	Comments-No Findings	Location	Picture #
<b>W42.</b> Is there a sign mounted on the wall adjacent to the door latch with raised letters and Braille?					
<b>W43.</b> Do restroom doors have appropriate signage <b>centered</b> 60 "high on the door? (Women's - 12" diameter circle; Men's – 12" equilateral triangle; Unisex – 12" equilateral triangle superimposed on a 12" diameter)					
<b>W44.</b> Is the door to the restroom at least 32" wide with accessible hardware?					
<b>W45.</b> Is there a 60" circle or "T-shaped" turnaround space inside the restroom?					
<b>W46.</b> Is at least one wide toilet stall 60" wide provided with an out swinging door that has 48" of clear space in front of the toilet?					
<b>W47.</b> Does this stall have side and rear grab bars that are 33" -36" high?					
<b>W48.</b> Is the door to the toilet stall at least 32" wide?					
<b>W49.</b> Is the toilet seat 17" to 19" high?					
<b>W50.</b> Is there at least one sink with at least 29" of clearance under the front apron with the top rim no more than 34" above the floor?					
<b>W51.</b> Are the hot water and drain pipes insulated?					
<b>W52.</b> Is the faucet hardware usable with one hand without grasping or twisting?					

## Showers

### Showers

“For many emergency shelters, evacuees are not expected to use shower or bathing facilities due to the short period they may stay at the shelter. **If planning for shelter operations includes offering shower or bathing facilities, then those facilities should be on an accessible route and checked for accessibility.** For information on the requirements for accessible showers or bathtubs see the ADA Standards for Accessible Design which is available online at [www.ada.gov](http://www.ada.gov).” (DOJ ADA Emergency Shelter Checklist) or the California Building Code, 1115B.4.4 Accessible Showers and 1115B.4.5

	Yes	No	Comments-No Findings	Location	Picture #
<b>53.</b> Is there at least one accessible roll-in shower at least 60” wide and 30” deep with a full opening along the long side OR at least 60” wide and 36” deep with an entrance opening of at least 36”?					
<b>54.</b> Is there a single-lever faucet control (40” high)?					
<b>55.</b> Is there a hand-held sprayer (mounting bracket no higher than 48”)?					
<b>56.</b> Is there a folding seat adjacent to the faucet control and sprayer (18” high)?					
<b>57.</b> Are the grab bars 33” to 36” high and adjacent to and across from the folding seat?					
<b>58.</b> Is the hand-held sprayer hose at least 60" long?					
<b>59.</b> Is there an accessible path of travel from the public hallway to the shower?					

## Summary

Issue	Question	Location	Findings/Comments	Photo
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